

Date of Evaluation _____
Route _____ County _____
Project _____
Consultant Name _____
Address _____

CONSULTANT PERFORMANCE APPRAISAL

1. *What type of work did the consultant perform?*

Environment Documents _____; Reconnaissance Study _____;
Bridge Design _____; Roadway Design _____;
Right of Way Appraisal _____; Construction Inspection _____;
Other _____.

2. *Was the work completed on schedule?*

YES _____; NO _____

(Scheduled Completion Date _____; Actual Completion Date _____)

3. *Were delays the result of consultant's activities?*

YES _____; NO _____

4. *Cost of Work?*

Initial fee \$ _____; Amendments \$ _____; Total Cost \$ _____

5. *Was the work completed for the agreed to compensation?*

YES _____; NO _____

6. *Were cost increases reasonable? YES _____ NO _____*

7. *Were they a result of the consultant's actions?*

YES _____ NO _____

8. *Were quantities correct?*

Mostly Correct _____; Some Errors _____; Many Errors _____

9. *Did the work contain few _____, several _____, many _____ or serious _____ errors?*
10. *Was the work easy to read? YES _____ NO _____*
11. *Was the consultant cooperative with others in doing their work?*
YES _____ NO _____
12. *Would you rate the quality of this consultant's work better _____, about the same _____ of lesser quality _____ when compared to work produced by other consultants?*
13. *Would you rate the quality of this consultant's work better _____, about the same _____ of lesser quality _____ when compared to state work.*
14. *Did the consultant understand and follow proper procedures and standards?*
YES _____ NO _____
15. *Did the consultant need a lot _____, normal _____ or little guidance and supervision during their work?*
16. *Did department staff spend a lot _____, average _____, or a little _____ amount of time explaining and interpreting items for the consultant?*
17. *Did this project require few _____, several _____, or many _____ change orders during construction?*
18. *Consultant Evaluation Score _____.*
(Begin with 100 points; minus 3 points for each average or normal response, minus 6 points for each negative response)